

MINUTES

COSM

Commissioners

COSM Work and Legislative Session

Tuesday, December 10, 2019, 6:00 pm - 8:00 pm

Edgar M Bosley Jr. Municipal Admin Building

300 Mill Street; PO Box 206

St. Michaels, MD 21663

- I.

5:15 - Call to Order for Closed Executive Session

- The Commissioners will vote to hold a closed session at 5:15 pm prior to the open session.

Motion to vote to go into closed session pursuant to MD Code, Open Meeting Act, General Provisions Article, Section 3-305(b)1: To discuss the appointment, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

- President William Boos called to order the Working and Legislative Session of the Commissioners of St. Michaels at 5:15 p.m. in the meeting room of the Edgar M. Bosley, Jr. Municiple Building, 300 Mill Street, St. Michaels Maryland and the Pledge of Allegiance was recited. Also present at the meeting were Commissioners Jaime Windon, Joyce Harrod, Michael Bibb and Dennis Glackin, Town Manager Jean Weisman, Administrative Clerk Suzanna Warnick, and approximately eight members of the public. President Boos made a motion to move into Executive Session to discuss matters as noted above. Commissioner Bibb seconded it, and the motion passed on a roll call vote of 5-0 in favor.

- II.

6:00 - Call to Order for Working and Legislative Session - Pledge of Allegiance

- Commissioners will convene into Open Session
- President Boos reconvened the public meeting of the Commissioners of St. Michaels at 6:00 p.m.

- III.

Agenda Amendments

- There were no agenda amendments.

- IV.

Announcement of Prior Closed Session

- The Commissioners met in closed session at 5:15 pm pursuant to Maryland Code, under the Open Meetings Act, General Provisions Article Section 3-305(b) 1: to discuss appointment of appointees over whom this public body has jurisdiction.

- President Boos announced that the Commissioners had met in Closed Session at 5:15 p.m. to discuss matters as noted above.
- V.

Announcements from Commissioners and Staff

- Commissioner Bibb announced that his Saturday "Conversation with a Commissioner" would be held at the newly renovated Boy Scout Cabin on December 21st at 8:30 a.m. followed by an Open House from 12-3:00 p.m. for the public to see the new cabin. Commissioner Glackin said that the Planning Commission had held two public meetings on the draft Zoning ordinance and is in the process of making suggested changes. The Planning Commission will make recommendations to the Commissioners and forward the draft on to the Commissioners for their consideration and additional public information meetings. Commissioner Harrod said she had attended the Police Academy graduation ceremony, which she said was very well done. Commissioner Harrod said she had also attended the Police Chief's Christmas celebration at the Senior Center. President Boos said all the meetings are being recorded and the recordings are now being posted on the website. Mrs. Weisman said Chief Smith also hosted his Christmas Party for the Town's young people this week. Mrs. Weisman said work on the Talbot Street curbs and sidewalks for this year was completed in time for this past weekend and the contractor did a great job with as little disruption as possible. Mrs. Weisman also noted that the Technical Advisory Meeting for the proposed Town Office would be held on Thursday, December 12th at 2:00 p.m. in the Town Office meeting room. Mrs. Weisman concluded that Midnight Madness appeared to be very successful this year, with a lot of visitor's to Town shops and for the midnight drawing. The Commissioners agreed that the Town decorations for the holidays looked great. Jim Fulton of Cherry Street asked what the running total on the legal fees for the lawsuit against the Ethics Commission. President Boos said the total to date was slightly over \$50,000.

- VI.

Comments from the Public
There were no comments.

- VII.

Special Presentation

- •

St. Michaels In Bloom

- Chris Pulford, President of St. Michaels in Bloom
- President Boos invited Chris Pulford and Joyce Glackin of the St. Michaels in Bloom Committee to come forward and make their presentation. President Boos noted that St. Michaels had recently received a Community Vitality Award from the national America In Bloom organization and that the St. Michaels committee deserved credit for their hard work on the beautification of the Town. Ms. Pulford presented an analysis of the results of America In Bloom's tour and evaluation of St. Michaels in the early Fall, and highlights of the group's future plans for Town beautification. The Commissioners thanked the Committee for their presentation and ideas for improvements.
- VIII.

Consent Agenda for Minutes, Department Reports and Event Permits

Minutes of November 2019

November 6, 2019 - Sp Meeting Town Office
November 6, 2019 - Closed Session
November 12, 2019 - COSM Work & Legis

- •

Department Reports for November 2019

Police Dept.
Finance - Disbursements
Budget vs. Actual
Profit and Loss
Administration
Planning and Zoning
Public Works
Marketing and Communications

- •

Event Permits

Public Sign Event Sign Permit from St. Michaels Community Center, for "Stars over Talbot" - for charitable fund raising event- stars to be purchased and attached to utility poles along Talbot Street from Dec 15 - Jan 15.

-
- President Boos said the Consent Agenda includes minutes and departmental reports for the month of November 2019, and an event permit application for Stars Over Talbot. As there were no comments or questions, President Boos called for a motion to approve the Consent Agenda as presented. Commissioner Glackin made the motion, which was seconded by Commissioner Bibb. The motion passed on a roll call vote of 5-0 in favor.
- IX.

Board and Commission Appointments

-
-

Appointments to the following boards and commissions:

- 1 - Board of Zoning Appeals
- 2 - Historic District Commission
- 1 - Ethics Commission
- 1 - Planning Commission
- 2 - Housing Authority of Talbot
- 3 - Parks and Recreation
- 2- Waterways Management

- President Boos said there were a number of board appointments for terms beginning January 1, 2020, and noted that positions were open on the Board of Appeals, Historic District Commission, Ethics Commission, Planning Commission, Housing Authority of Talbot, Parks and Recreation, and the Waterways Management Advisory Board.

President Boos said there was one vacancy on the Board of Appeals and that John Hunnicutt had submitted a letter of interest for reappointment.

Commissioner Glackin made a motion to hold the position open to see if any other applicants come forward. President Boos seconded the motion, which passed on a roll call vote of 5-0 in favor.

President Boos said there were two openings on the Historic District Commission. He noted that Marie Martin of Cherry Street had indicated she does not wish to be re-appointed, Jim Fulton of Cherry Street would like to be reappointed, and there were two new applicants who had submitted letters of interest, Leslie Potter Walters and Melissa Knapp. Commissioner Windon made a motion to reappoint Mr. Fulton for a three-year term expiring in December

2022. Commissioner Glackin seconded it. Commissioner Windon made a motion that the Commissioners also appoint Leslie Potter Walters for a three-year term expiring in December 2022. Commissioner Glackin seconded it. President Boos said both motions had been duly seconded. The motions then passed on a roll call vote of 5-0 in favor.

President Boos said he would be recusing himself from participating in the Ethics Commission appointment and deferred to Vice President Bibb. Vice President Bibb said three individuals had submitted written interest - John Hunnicutt, who now serves and would like to be reappointed, Bradley Hower of Railroad Avenue, and John Novak of W. Chew Street - for a three-year term expiring December 31, 2022. Commissioner Glackin made a motion to reappoint John Hunnicutt to the Ethics Commission for a three-year term. Commissioner Windon seconded the motion, and the motion passed on a roll call vote of 4-0 in favor, with President Boos abstaining.

President Boos said Christopher Thomas had provided written interest in being reappointed to the Planning Commission, and Alexis Roiter and Tad duPont had also submitted letters of interest. Commissioner Boos made a motion to reappoint Chris Thomas for a five-year term expiring December 31, 2024. Commissioner Bibb seconded the motion. There was no discussion. The motion passed on a roll call vote of 5-0 in favor.

President Boos said there were two openings on the Housing Authority of Talbot board for five-year terms expiring December 31, 2024, and that Karen Moaney had indicated interest in serving another term. Commissioner Boos made a motion to approve Karen Moaney for another five-year term ending December 31, 2024. Commissioner Bibb seconded it and the motion passed on a roll call vote of 5-0 in favor.

President Boos said there were three openings on the Parks and Recreation board for terms expiring December 31, 2022. President Boos said two people and submitted letters of interest - Kathy Hower and Michael Detena. President Boos made a motion to approve Kathy Hower and Michael Datena for three-year terms ending December 31, 2022. Commissioner Windon seconded the motion, which then passed on a roll call vote of 5-0 in favor.

President Boos said there are two openings on the Waterways Advisory Board, that John Marrah and Roy Myers, currently serving on the board, had submitted letters of interest to be reappointed. Commissioner Boos made a motion to reappoint John Marrah and Roy Myers for three-year terms expiring December 31, 2022. Commissioner Bibb seconded it, and the motion passed on a roll call vote of 5-0 in favor.

- X.

Items for Discussion

Police Station rehab

- Commissioner Glackin said he had been working with the architects, Manns Woodward, on the police station rehabilitation plans and they had provided a proposal, copies of which have been set out for the public. Commissioner Glackin said that the architects had presented a complete design and construction package, with a proposed cost of \$35,900.00. Commissioner Glackin said the rehab would include moving walls around, upgrade of the HVAC, and other renovations to the interior only. Commissioner Glackin said the Town was exploring the feasibility of a design-build contract, which might be less expensive and with a faster completion.
- XI.

Commissioners Calendar

- The Commissioners made additions and changes to their agendas for their January 14, 2020 meeting, and included a discussion of surplus property at 109 S. Talbot Street.
- XII.

Comments from the Commissioners

- Commissioner Bibb said the 2020 State legislative session would begin January 8th. President Boos called for final comments from the public. Mike Estrella of E. Chew had questions about comparing the previous estimate for the police station with the most recent one. President Boos said that some of the issues have been solved by the introduction of Central Booking in Easton. Jim Fulton of Cherry Street asked if the Historic District Commission could have an informal look at any changes to the exterior of the police station renovation, if there are any. Mr. Fulton also wanted to have the Commissioners address signage indicating the Town's Historic District in their next budget, noting that he had seen reference to the lack of HD signage in the St. Michaels In Bloom report. David Breimhurst of Grace Street asked what the \$35,900 had been spent on. Commissioner Glackin said that that money had not been spent, but was rather an estimate.

- XIII.

Announcement of Future Meetings

Dec 24-25 2019 - Office closed for Christmas Holiday

Dec 31-Jan 1 - Office closed for New Year's Day

Jan 14, 2020 - COSM Work and Legislative Session

- XIV.

Adjournment

- The meeting was adjourned at 6:50 p.m.